

APPLICATION INSTRUCTIONS

For the

2010-2011 NEAR EAST & SOUTH ASIA UNDERGRADUATE EXCHANGE PROGRAM

APPLICATION DEADLINE:

February 1st, 2010

**Please submit your applications and supporting
documentation to the
U.S. Embassy – Abdoun, Amman**



**A program of the
Bureau of Educational and Cultural Affairs
U.S. Department of State**

PROGRAM OVERVIEW

ACADEMIC PROGRAM

The Near East and South Asia Undergraduate Exchange (NESA UGRAD) Program is part of the Global Undergraduate Exchange Program, a program of the Bureau of Educational and Cultural Affairs of the United States Department of State. NESA UGRAD provides opportunities for undergraduate students from the Middle East, North Africa and South Asia regions for one year of full-time, non-degree study in the United States. **Participants may not choose their U.S. host university/college or community college.**

PROFESSIONAL TRAINING

Community Service: To expose fellows to the principles of community service and social responsibility in the United States, NESA UGRAD participants will be required to perform a minimum of 20 hours of community service to local organizations during their first semester.

Part-Time Internship: Internships provide an essential opportunity for fellows to gain professional experience and skills that can be applied in their future careers in their home countries. NESA UGRAD participants will be required to intern 40 hours per month during their second semester. Each fellow's internship must be related to their field of study as stated in their application.

TECHNICAL ELIGIBILITY REQUIREMENTS

Candidates will be considered without respect to race, color, religion, national origin, or gender. Persons with disabilities are strongly encouraged to apply. Competition for the NESA UGRAD Program is merit-based and open to anyone who:

- Is a citizen, national or permanent resident qualified to hold a valid passport issued by the country from which applicant is applying;
- Is enrolled as in his/her final year high school student or first-, second- or third-year* full-time undergraduate student in the country from which applicant is applying at the time of application at a registered academic institution
- Submits a complete application with all required documents by the application deadline;
- Is able to begin the academic exchange program in the United States in the fall of 2010;
- Is able to receive and maintain a U.S. J-1 visa;
- Is committed to returning to their home country after completion of the program;
- Is proficient in spoken and written English at the time of application with a minimum Institutional TOEFL (ITP) score of 500 that is less than two years old.

* Third-year students must be enrolled in a four-year program at their home university or institution.

Individuals in the following circumstances are NOT eligible for the NESA UGRAD Program:

- U.S. citizens and permanent residents of the United States;
- Individuals currently participating in academic, training, or research programs in the United States;
- Individuals currently residing or working outside of their home country;
- Individuals who have participated in an exchange visitor program sponsored or funded by the U.S. government for a period of more than six weeks and who have not fulfilled their two-year home residency requirement by the time of application;

- Individuals who have applied for U.S. permanent residency in the past three years;
- Local employees of the U.S. missions abroad who work for the U.S. Department of State and/or the U.S. Agency for International Development (USAID). Employees are also ineligible for one year following the termination of employment;
- Immediate families (i.e. spouses and dependent children) of U.S. Department of State and USAID employees for a period of one year following the termination of such employment.
- Persons arrested for, charged with, or convicted of a crime (excluding minor traffic violations).

The U.S. Department of State and cooperating agency reserve the right to verify all of the information included in the application. In the event that there is a discrepancy, or information is found to be false, the application will immediately be declared invalid and the applicant ineligible.

Under the terms of the grant and the laws governing the J-1 visa required for participation in the NESAs UGRAD Program, participants must return to their home country immediately upon completion of the program for a period of at least two years. NESAs UGRAD participants are not eligible for visa extensions under any circumstances. No exceptions will be made.

FINANCIAL PROVISIONS OF THE GRANT

- J-1 visa support;
- Round-trip travel from participant's home city to host institution in the United States;
- Limited health benefits;
- Tuition and mandatory university fees, including required books and supplies;
- Room and board (housing and meals); and
- Monthly stipend and other special allowances.

SELECTION PROCESS AND CRITERIA

The NESAs UGRAD Program is conducted as a merit-based open competition. After the deadline, all eligible applications will be reviewed and chosen semi-finalists will be interviewed in their home country. All applicants will be notified of their status in spring 2010.

Selection panels will use the following criteria to evaluate applications (not in order of importance):

- Academic excellence
- Cross-cultural interest
- Demonstrated leadership potential
- Proficiency in written and spoken English
- Flexibility and suitability as an exchange student
- Commitment to returning to their home country after completion of the program

GENERAL APPLICATION INSTRUCTIONS

Note: Application can be completed electronically; however, the form cannot be saved. If applicant chooses to complete the form electronically, the form must be completed and immediately printed.

- Submit completed NESAs UGRAD 2010-2011 Application by February 1st, 2010
- Please answer **ALL** questions on the application in English (except where specified)

- Include your full, legal name, family name (surname) first as spelled on your international passport (if available).
- Include complete contact information (including index codes for all addresses and city/country codes for all phone and fax numbers). Do not translate street or city names into English, only into the English alphabet.
- Do NOT leave a space blank. If a question does not apply to you, enter “N/A” (not applicable).
- All forms and supporting materials should be typewritten (if possible) and submitted with the completed application. Handwritten applications must be neatly printed in black ink.
- Write your full name and country of citizenship in the top right corner of each page.

For Question 16: Proposed Field of Study: Below are some of the possible fields of study for NESAS UGRAD. Other fields will also be considered.

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|--------------------|----------------------------|-----------------------|
| • Accounting | • Economics | • Law |
| • Agriculture | • Education | • Mass Communications |
| • Anthropology | • Engineering | • Physics |
| • Biology | • Environmental management | • Political Science |
| • Business | • Geology | • Psychology |
| • Chemistry | • Hospitality management | • Sociology |
| • Computer science | • International relations | • Urban planning |
| • Criminal justice | • Journalism | • U.S. studies |

For Question 18, Present Course Year: If applicant is currently in his/her final year of high school, write in “final year of high school”.

PERSONAL STATEMENT & RECOMMENDATION LETTERS

A completed application includes an Application Form, Personal Statements and Recommendation Letters. Applicants must include these documents along with the application form:

- **Personal Statement:** 350 – 500 words, typed on separate sheets of paper attached to application. Provide a clear and detailed description of:
 - Yourself in terms of interests and personality,
 - Your academic objectives,
 - Your goals in terms of your field of study and personal development, and
 - The reasons why you wish to pursue them in the U.S.A. and type of program you hope to pursue and how it relates to your interests and future objectives.

The essay is an essential part of the selection process and of your application for placement into an appropriate host institution. The personal statement should be written with the objective of clarifying your interests for the selection and placement committees.

- **Two recommendation forms:** applicants must have a recommendation completed by two different people for a total of two recommendations. If the recommendation form is completed in a language other than English, there must be an accurate translation, which may be done by the applicant.

SUPPLEMENTAL DOCUMENTATION

At the time of application submission, the following supplemental documentation must be provided:

- A copy of high school transcripts (course list and grades) with an English translation (**for students currently in their final year of high school only**)
- A copy of applicant's university transcript (or academic grade book) with an English translation (**for all students except those currently finishing their final year of high school**)
- A copy of applicant's international passport (if available) or government-issued identification
- TOEFL exam or TOEFL (ITP) with a minimum score of 500 that is less than two years old.

SUBMISSION GUIDELINES

The deadline for applications for the NESAs UGRAD Program is February 1st, 2010

Applications must be clear and readable. Unclear or unreadable copies will not be accepted. Applicants should also keep a copy for their own records. Each copy of the application should be submitted in the following order:

1. NESAs UGRAD 2010-2011 Application
2. Personal Statements and Recommendation Letters
3. Supplemental Documents

Applications should be submitted to the U.S. Embassy in Abdoun, Amman by February 1st, 2010.

[Click here to download the application](#)

Note: Application can be completed electronically; however, the form cannot be saved. If applicant chooses to complete the form electronically, the form must be completed and immediately printed.

NESA UGRAD Timeline:

- February 1st, 2010 NESAs UGRAD application deadline.
- February 9th - 11th, 2010: Conduct interviews
- April 2010: Finalists and alternates notified.
- June/July 2010: Pre-departure orientations.
- August/September 2010: Travel to the U.S.

For further information, you may contact us at PAamman@state.gov or at 06-5906573.